

# ST ALBAN'S CATHOLIC PRIMARY SCHOOL

*Love one another as I have loved you*

## MINUTES OF A VIRTUAL MEETING OF THE STANDARDS COMMITTEE TUESDAY, 8 JUNE 2021 at 1915 hours

**PARTICIPANTS:** John McDonald, Headteacher and meeting host  
Lucy Lowe [Chair]  
Colette Haig  
Pat Higgins  
Teresa Philpott

**Non-participants:** Nicola Boyd, Claire Connor, Teresa Marnell, Marie Wolfe,  
Claire Suffield

**In attendance:** Fleur McAlavey, Assistant Headteacher  
Anna Christenson, SENDCO

Eileen Coyle, [Clerk to Governors]

The Headteacher and host opened the meeting with a prayer.

The Headteacher had sent the following documentation to the Committee well in advance of the meeting to allow time for reading and preparation:-

- **Good quality leadership. Quality of Education**
- **Whole School Autumn term 2020**
- **Early Reading profile. RM Summer 2021**
- **Subject leaders' overviews Summer 2020 – Phonics, Reading, V3. Maths: [sent 8 June 2021]**
- **School Improvement Plan**
- **SEND information for report to Governors**
- **Questions Ofsted might ask the Headteacher and SLT**
- **NTP progress outcomes anonymised.**
- **Attendance. Whole School - Autumn term 2020. [sent 11 June 2021]**

**LUCY LOWE in the CHAIR**

### **1 PRELIMINARIES**

**WELCOME. APOLOGIES FOR NON-PARTICIPATION:** The Chair welcomed and thanked the Governors for joining the virtual meeting of the Standards Committee.

Apologies were received from Nicola Boyd.

**RESOLVED:** To -

- i. approve the absence of Nicola Boyd for the valid reason given;
- ii. note the absences of Claire Connor, Teresa Marnell, Marie Wolfe, and Claire Suffield.

The quorum requirement of three Governors had been met.

**DECLARATIONS OF INTERESTS:** The Governors confirmed individually that there were no changes to their Declarations of Interest completed and signed on 30 September 2020.

Having reviewed the agenda, the Governors confirmed that they had no personal, pecuniary, contractual or prejudicial interest in any item on the agenda for this evening's meeting.

**CONFIDENTIALITY:** The Committee agreed to adhere to the protocol and observe confidentiality in relation to all business discussed this evening.

## **2 MINUTES OF MEETING ON 2 FEBRUARY 2021/MATTERS ARISING**

**RESOLVED:** To confirm that the minutes of the meeting of the Standards Committee on 2 February 2021, are a true account of the meeting, subject to the amendment of the name Claire Higgins to read Pat Higgins.

There were no matters arising from the previous meeting.

## **3 THE IMPACT OF COVID-19**

### **3.1 CURRICULUM:**

- School is now using programme based on National Tuition programme.
- Three staff members have baselined the children and are evaluating the first group. [See anonymised NTP progress outcomes report]
- A full curriculum for every subject will be available by end of Summer term
- School Improvement Partner [SIP] worked today with HT and SLT.

### **3.2 CATCH-UP SUPPORT:**

- Year 5 children moved by seven levels on accelerated reader
- Three children improved in the NFER Maths score and reading.
- Progress data for year groups, 1,2,3, with evidence of progress.
- Majority of pupils up to 100%, with some back on track

- Evidence suggests that children cannot make progress unless they have the potential, suggesting that the school needs to explore hidden potential.
- On average, everything is positive.
- Improvement in the children is noted each time it is done.
- Work with cohort two begins this week
- Cohort selected through a form sent to the pupils but based mainly on teacher knowledge of the children, targeting those with potential to make the biggest gains, the children who have missed out because of the pandemic, and children on the SEN register etc.
- The staff used questions shown on screen and prioritised the pupil premium children.
- Resulted in twelve children being identified; some of whom have made good progress.
- Data sent to the tuition partner with an explanation of how children were selected and the process used.

### **3.3 MENTAL HEALTH & WELLBEING. PUPILS AND STAFF: STAFF PULSE:**

- The TAs are working with groups of children.
- Staff Pulse is about emotional wellbeing and covers a multitude of different areas.
- Four categories of staff involved - the mid day assistants, office staff, TAs, teachers and the SLT.
- Each category received a different questionnaire to complete.
- The Headteacher replies to the responses and the staff can reply back.
- Overall, it is showing many positives, eg 9 out of 10, with valuable comments.

#### **QUESTIONS FROM THE COMMITTEE:**

##### **WHAT IS THE LONG TERM PLAN?**

- A stress risk assessment for staff would be sent within the next two weeks.
- Risk Assessment discussed with HR
- The fact that it is anonymous is useful.

##### **IS THE PLAN STILL TO MOVE UP THE TEACHERS WITH THEIR CURRENT YEAR GROUPS?**

- This is something that has to be worked on - some staff have been in the same classroom for sixteen years.
- The staff have been told that the Headteacher would support them in moving round, given the pace of change in things like the curriculum etc.

## **4 THE COMMITTEES THREE PRIORITIES. PROGRESS TO DATE.**

- 1. Children's Wellbeing:** Questionnaires will be sent out in the next few weeks.
- 2. The impact of Covid-19, ie catch-up/remote learning, especially for the younger children:** All the reports are showing the children who have the

most difficulty. The school would be happy to do something differently to what it has been doing.

In maths, the on-line tutor highlights errors etc.

The children are doing some interesting things, it's like having a maths tutor, a blended learning approach.

3. **Curriculum Leadership and developing the staff in their particular responsibilities:** Information has already been shared with the Committee, developing subject leaders, and done work on the expectation of the new framework.

## 5 ADMISSIONS

**EXPECTED NUMBERS IN RECEPTION IN SEPTEMBER 2021:** Forty-two applications had been received for places in Reception in September 2021. One had withdrawn, but an additional one had been received. The number is similar to last year.

Many primary schools are affected by the falling birth rate. Overall the trend across Wirral's schools is that admissions are lower than normal.

Starting in Birkenhead, Wirral is undertaking a fact-finding exercise looking at school places and demographics for the next five/six years across all Wirral primary schools, which could have implications down the line, eg school closures and merges.

Amongst the initiatives this school is taking to promote pupil numbers includes expanding the opening times of the before after school clubs [wrap around care]. Positive responses had been received to the proposal, especially from working parents. A consultation has begun with the TAs, who would have the opportunity to benefit financially from the longer opening hours.

The Headteacher had spoken to several people, including the former Headteacher, who had advised that there had been redundancies in the past; but currently the budget is not a critical issue.

Looking ahead, to reduce staffing costs in the short term, the recruitment of a new deputy head had been deferred until the end of the Autumn term 2021, and filling the vacant post of office manager had been delayed. Pupil premium numbers have almost doubled in the last couple of years, some due to the impact of the pandemic on families, [eg job losses etc]

## 6 REPORTS

### PUPILS

**NUMBER ON ROLL SUMMER 2021:** The number on roll at 385 has remained static, with just one pupil down on last year

**PROJECTED ADMISSIONS AUTUMN 2021: 41**

## ATTENDANCE AUTUMN TERM 2021:

	ON ROLL PUPILS	INC. OFF ROLL PUPILS
TOTAL SCHOOL ATTENDANCE	96.04	96.01
TOTAL SCHOOL ATTENDANCE, EXCL. UNDER 5' S	95.79	95.76
UNAUTHORISED ABSENCES	0.99	1.02
AUTHORISED ABSENCES	2.97	2.98
TOTAL NUMBER PRESENT CODES	49.016	49.139
TOTAL APPROVED UNAUTHORISED CODES	5.05	5.21
TOTAL APPROVED AUTHORISED CODES	1518	1523

Absences which were up to 12% when the children returned on 8 March; are now just over 9%.

**BEHAVIOUR EXCLUSIONS:** There have been no exclusions.

A parent reported one bullying incident. Investigation found it found to be a friendship issue and has been resolved.

Some incidents described initially as racism turned out to be racist and homophobic language, for example, using the word 'gay' and the 'N' word. The staff are fully aware of the issues and are working with the children.

**SAFEGUARDING REFERRALS AND OUTCOMES:** Two safeguarding referrals had been received on one day. One may be placed on a child protection plan – further information is awaited. The second referral was by a family support worker working with the family.

### SCHOOL DEVELOPMENT PLAN: CURRICULUM TARGETS 2020/21:

The Headteacher had previously shared the School Development Plan with the Governors.

The first sheet on a screen shot showed the aspects that were being monitored. The second sheet, which allowed quick access to information on the pupils etc, showed reporting on attendance, data, playground, administration, etc.

The Headteacher highlighted the administration of the recording system on all aspects of the children's involvement in school, a simple assessment mark book, on which he would report at the end of the summer work – it's like a one stop shop for each child.

The school was slowly working through the school development plan. The front page gave the priorities overall, rag rate and included the quality of education, behaviour and attitudes, personal development, leadership and management and early years' provision.

**SENDCO' S ANNUAL REPORT:** The SENDCO's report had been posted on the Google drive.

The Chair commented that the school seems to have a range of support in place, including from the LA.

The SENDCO replied that the LA is '*pulled in many different directions*' at present. There is a need, when parents ask for support to make sure that they are signposted to the right support. She added that she is on the Wallasey Locality Board and is collaborating with other local schools.

The Head of Wirral's Schools' Psychological Service had visited the school recently to talk to the staff. The Educational Psychologists are there when needed, but the service is chronically under-staffed. The school is finding alternative solutions as problems arise, for example, a private speech therapist came in to talk about two children; the school might do more of that kind of thing.

**The Committee thanked the SENDCO for the report.**

**DSL'S REPORT. SAFEGUARDING. PREVENT.** The SENDCO and her colleague would be taking refresher training in July. This would mean that the school has four up-to date level 3 safeguarding staff. The SENDCO had sourced some Prevent training for September.

**CHILDREN LOOKED AFTER AND PREVIOUSLY LOOKED AFTER:** Five Children Looked After continue to attend the school, one has a special guardianship, and one adopted.

**SAFEGUARDING TRAINING. STAFF AND GOVERNORS:** There was no discussion on this agenda item.

**CPD SUMMER TERM 2021:** The school had training from the SIP, and training on phonics from a company for the whole session, all based around the curriculum. The Reception teachers will be having first aid training. Two early years teachers and a TA have already been on training. .

## **7 POLICIES AND PROCEDURES**

**SUBJECT LEADERS' OVERVIEW READING. MATHS:** This is about how the school is supporting subject leaders and where the staff are at the moment.

Literacy, First 4 Maths support: The Literacy Company has done phonics training and moderation with writing. The need has been recognised of allowing the children to become more independent.

Work is ongoing on the Maths progression document, therefore all the staff have changed their planning on priorities for their year group. Transition work will be ongoing over the coming four weeks. Children's reports to parents will be going out in the next three to four weeks.

**PUPIL PREMIUM STATEMENT 2020/21:** The statement is on the website.

Everything has to be evidence-based from September 2021. During inspections, Ofsted focuses heavily on disadvantaged children, making sure schools are doing everything in their power to ensure children are narrowing the gap.

Part of pupil premium grant is being used to improve teachers' subject knowledge and to improve the quality of teaching.

The report would be sent to the next meetings of the Assets Committee and the Governing Board.

Work has already started on the next pupil premium report.

No questions or comments were forthcoming.

## **8 SECTION 48 INSPECTION**

The Diocese had advised that the Section 48 inspection would not be carried out during the next academic year, but was likely to be carried out during the following year.

## **9 OTHER BUSINESS**

There being no other business, the Chair thanked everyone for their attendance.

The Headteacher and host closed the virtual meeting at 2035 hours.